


<p align="center">ARIZONA Department of Emergency and Military Affairs</p> <p align="center">POLICY LETTER</p>	<p>POLICY LETTER NO. 30.01</p>	
	<p>DATE 7 JUL 99</p>	<p>OPR DEMA/JP-A</p>
<p>SUBJECT: Civilian Distinguished Visitor (CDV)</p>	<p>REGULAR POLICY LETTER DISTRIBUTION (POLICY LETTER 10.01)</p>	

1. As part of our continuing program to both interact with and educate our community leaders on the National Guard of Arizona, Civilian Distinguished Visitor (CDV) trips are a worthwhile program.
2. These trips must be properly resourced and coordinated with sufficient time to obtain the necessary approvals. Last minute requests and manifests will only cause confusion and possible cancellations.
3. Effective immediately, all CDV trip proposals will be assigned a military point of contact who will be responsible for all coordination and approval. The assigned POC will brief The Adjutant General, the Commander Arizona ANG, the Assistant Adjutant General Army and the State PAO at least 45 days prior to departure. This briefing will include a list of participants and expected goals for the trip. After The Adjutant General signs off on state approval, the POC, in coordination with the State PAO will submit the trip for NGB approval NLT 30 days prior.
4. No CDV trips will be submitted for NGB approval without The Adjutant General's signatory approval.


 DAVID P. RATA CZAK
 Major General, AZ ARNG
 The Adjutant General